



DEFENSE LOGISTICS AGENCY
HEADQUARTERS
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IN REPLY DO
REFER TO

JAN 22 2007

MEMORANDUM FOR ALL DEFENSE LOGISTICS AGENCY (DLA) EMPLOYEES

SUBJECT: Policy Statement – Prevention of Sexual Harassment

DLA has a zero tolerance policy for sexual harassment. Sexual harassment, a form of sex discrimination, is against the law. It is demoralizing to anyone subjected to it and interferes with mission accomplishment. DLA's leadership will quickly investigate sexual harassment allegations.

Supervisors are expected to discuss DLA's policy regarding sexual harassment with all their employees to include assuring them that they are not to endure insulting, degrading, or exploitive sexual treatment. Sexual harassment is defined by the U.S. Equal Employment Opportunity Commission (EEOC) as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct when submission to such conduct is made, explicitly or implicitly, a term or condition of a person's employment; submitting to or rejecting such conduct is used as a basis for employment decisions affecting the person; or has the purpose or effect of interfering with a person's work performance or creating an intimidating, hostile, or offensive work environment.

Any DLA employee or applicant for employment who believes he or she is a victim of sexual harassment should report the allegation(s) as soon as possible to an appropriate management official or any staff member of the Equal Employment Opportunity (EEO) office.

In order to effectively provide the warfighter optimal support, every DLA employee must ensure their workplace environment is free of sexual harassment. Mutual respect and dignity is our standard and I expect nothing less from every member of the DLA team.

ROBERT T. DAIL
Lieutenant General, USA
Director

